



**Third Party Property Information**

**Lodgement Form**

<b>Please enclose processing fee of: \$ 578.00</b>
<b>Receipt #</b> (Office Use only)
_____
CB 01 01 4001

Third party reports received for building work carried out under the Building Bylaw regime

- Unauthorised building work constructed prior to 1 July 1992
- Completion reports for building permits prior to 1 July 1992

**Street address of building:** (for structures that do not have a street address, state the nearest street intersection and the distance and direction from the intersection)


**Owner** [All contact details must be in New Zealand]

<b>Name of owner:</b> [eg, Mr, Mrs, Miss, Dr if an individual]	_____
<b>Contact person:</b> [insert n/a if the applicant is an individual]	_____
<b>Mailing address:</b>	_____ _____
<b>Phone number:</b>	_____
<b>Email address:</b>	_____

**Description of building work, subject to this report:**


**Provider of report: (please print name of author of report)**

	<b>Date of report:</b>

I am the owner, or

I am the agent acting on behalf of the owner of the above mentioned property

I am submitting a report from an independent suitably qualified person and I understand and confirm that:

- This report has not been prepared at Council's request;
- Council does not accept any liability for the content of this report;
- Council does not accept responsibility for the accuracy of this report, which represents the opinion of the third party;
- This report does not constitute a code compliance certificate (CCC), for the purposes of the Building Act, and Council is not obliged to issue a code compliance certificate as a result of this report;
- Council is not obliged to undertake any inspections to the property as a result of this report;
- This report is only relevant to building works that have been undertaken prior to the Building Act 1991;
- This report does not authorise any building works undertaken without a building consent, and does not limit Council's ability to enforce the provisions of the Building Act in the future;
- This report does not amount to Council giving any consent or approval that might otherwise be required under any other Act or regulation;
- This report will be placed on the property file as a public record only.

<p>Owner / Agent Signature: _____  Print Name: _____</p>	<p>Date: _____</p>
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If you are submitting this form as an agent, please provide a letter of authority signed by the owner advising that the owner agrees to you as the agent acting on their behalf.